

VIRGINIA:

A FY12-13 Budget Work Session of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room of said county on Tuesday, May 22, 2012.

Members Present: B. Wally Beauchamp, Chair
 F.W. Jenkins, Jr., Vice Chair
 Ernest W. Palin, Jr., Board Member
 Jason D. Bellows, Board Member

Staff Present: Frank A. Pleva, County Administrator
 Jack D. Larson, Assistant County Administrator

Mr. Beauchamp called the meeting to order at 4:30 p.m.

CLOSED SESSION

Motion was made by Mr. Beauchamp to enter into closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act. The subject matters to be discussed in the closed meeting is Personnel Matters, §2.2-3711.A.1 of the *Code of Virginia, 1950, as Amended*. The purpose of the closed meeting is to discuss prospective candidates for and to consider the appointment of an Interim Fourth Election District representative on the Board of Supervisors pursuant to Section 24.2-228 of the *Code of Virginia, 1950, as Amended*. Said interim appointment shall fill a portion of the unexpired term of vacated office, which vacancy was created by the recent death of the Honorable Jack S. Russell. The subject and purpose falls within the following exemption(s) under §2.2-3711.A.1 of the Code of Virginia, (the assignment, appointment, promotion, performance, demotion, discipline, salaries, compensation, resignation of an employee).

VOTE: B. Wally Beauchamp Aye
 F. W. Jenkins, Jr. Aye
 Ernest W. Palin, Jr. Aye

Jason D. Bellows Aye

RECONVENE

Motion was made by Mr. Beauchamp reconvene open meeting and certification of closed meeting.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye

CERTIFICATION

WHEREAS, the Lancaster County Board of Supervisors convened in a closed meeting on May 22, 2012 pursuant to an affirmative recorded vote on the motion to close the meeting to discuss prospective candidates for and to consider the appointment of an Interim Fourth Election District representative on the Board of Supervisors pursuant to Section 24.2-228 of the *Code of Virginia, 1950, as Amended* in accordance with §2.2-3711.A.1 of the Virginia Freedom of Information Act;

WHEREAS, §2.2-3712 (D) of the *Code of Virginia, 1950, as amended* requires a certification by the board of supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Lancaster County Board of Supervisors hereby certifies that, to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies and (2) only such public business matters as were identified in the

motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

Motion was made by Mr. Bellows to certify the closed meeting.

Before a vote is taken on this resolution, is there any member who believes that there was a departure from the requirements of number 1 and number 2 above? If so, identify yourself and state the substance of the matter and why in your judgment it was a departure. There was no comment.

Hearing no further comment, Mr. Beauchamp called the question. A roll call vote was taken:

ROLL CALL

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye

This certification resolution is adopted.

ACTION

Motion was made by Mr. Jenkins to appoint Lewis Conway as the Interim Fourth Election District representative on the Lancaster County Board of Supervisors pursuant to Section 24.2-228 of the *Code of Virginia, 1950, as Amended*. Said interim appointment shall fill a portion of the unexpired term of vacated office, which vacancy was created by the recent death of the Honorable Jack S. Russell.

VOTE:	B. Wally Beauchamp	Nay
	F. W. Jenkins, Jr.	Aye

Ernest W. Palin, Jr.	Nay
Jason D. Bellows	Nay

Motion failed 1 – 3.

Motion was made by Mr. Palin to appoint William R. Lee as the Interim Fourth Election District representative on the Lancaster County Board of Supervisors pursuant to Section 24.2-228 of the *Code of Virginia, 1950, as Amended*. Said interim appointment shall fill a portion of the unexpired term of vacated office, which vacancy was created by the recent death of the Honorable Jack S. Russell.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Nay
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye

Motion passed 3 – 1.

Mr. Beauchamp welcomed William R. Lee and looked forward to working with him once he is sworn in. He advised Mr. Lee to meet with Frank Pleva, County Administrator and Jack Larson, Assistant County Administrator/Chief Financial Officer to get all the pertinent materials.

COUNTY BUDGET WALKTHROUGH

Mr. Larson stated the Board has requested that we go through each area where there was a significant increase in funding for the FY 2013 budget.

- A. Circuit Court Clerk Part Time – Diane Mumford, Clerk of the Circuit Court stated she is requesting an increase of \$5,000 to the part time budget because her Chief Deputy Clerk, Diana Sadler will be retiring in 2013. She will be promoting a current employee to the Chief Deputy Clerk position and would like to train someone not to leave a void in her

office. She stated she has gone over budget in the part time category but not in her overall budget. She said for the last four years her office has wanted to get a Case Imaging System which would have all the records imaged and would greatly assist the courts. The additional funding would allow for both a part time person and a case imaging system at a cost of \$5,000 with a \$2,000 per year maintenance.

Mr. Larson stated she is over budget in part time funding but not in the overall budget and has not been since she took office.

Action

By consensus of the Board, the funding would be moved around to ensure Mrs. Mumford to get the new Case Imaging System. Will add \$3,000 later if available.

- B. Commonwealth Attorney Part Time – Mr. Larson said the Commonwealth Attorney budget reflects a \$19,000 increase but that is funded by the Compensation Board. If the Compensation Board does not fund the position as the result of the Governor signing the budget, he recommends not funding the position. The Commonwealth Attorney could come before the Board and defend the requirement if desired.

Action

By consensus of the Board, remove this request from the budget.

- C. Sheriff (Law Enforcement) Overtime – Mr. Larson said the Sheriff was running overtime and was giving compensatory time. He presented the Board was information at the March meeting. The Board approved additional funding to pay the overtime for this fiscal year and next year in the amount \$35,000.

Action

By consensus of the Board, approve the increase as reflected in the budget.

- D. Paid Rescue Services Additional Full Time Staff – Mr. Larson stated the increase for salaries total \$223,060 to reflect the 5% VRS contribution. He said Chief Hubbard has presented her budget to the Board. She indicated additional staff was needed to cover the Upper Lancaster and to provide 24 hour coverage.

Action

By consensus of the Board, approve this additional funding.

- E. Free Health Clinic – Mr. Larson stated the Free Health Clinic was asking for an additional \$5,326 based on a formula for Lancaster.

Action

By consensus of the Board, approve level funding.

- F. Bridge House – Mr. Larson said no funding for Bridge House because of declining enrollment. There are other group homes available if that service is required and that is an issue to deal with on a case-to-case basis.

Action

By consensus of the Board, no funding.

- G. The Haven Crisis Shelter – Mr. Larson stated the Haven was requesting an additional \$500 but did not give a presentation to defend their budget.

Action

By consensus of the Board, approve level funding.

- H. Department of Social Services – Mr. Larson said the overall increase is \$4,166 during Mrs. Davenport’s presentation and the Board found that request acceptable. He stated Mrs. Davenport wanted the county to hire a CSA Coordinator under county administration. He explained this position was not originally in the Department of Social Services but budget would be performing duties generally done by social services. He does not believe this position should be monitored or supervised by county administration. However, there are surrounding counties where the Housing Director performs the additional duties.

Action

By consensus of the Board, approve the requested budget with an increase of \$4,166 and check to see if the Housing Director can do the duties for the CSA Coordinator.

- I. Boys and Girls Club of the Northern Neck – Mr. Larson stated the Boys and Girls Club has requested an increase in funding over the past three years. The county has gone from \$30,000 to \$50,000 in the last two years. They are requesting \$75,000 for FY 2013 with no justification for the increase.

Action

By consensus of the Board, approve level funding in the amount of \$50,000.

- J. Lancaster Chamber of Commerce – Mr. Larson stated the Chamber gave a presentation and requested \$2,600 which was the highest tier but there are other alternatives.

Mr. Beauchamp stated the Chamber is doing a great job and more than they have in the past.

Mr. Palin asked what are some of the benefits.

Mr. Beauchamp said there are no direct benefits to the county, but they are helping local business.

The Board requested that the County Administrator research what other localities contributed to the local Chamber of Commerce.

No action taken.

- K. Rappahannock Community College – Mr. Larson stated there was a 3% increase of \$264 to the Rappahannock Community College request.

Action

By consensus of the Board, approve level funding.

- L. Lancaster Community Library - Mr. Larson stated the Lancaster Community Library was actually requesting level funding even though their request showed a \$500 increase.

Action

By consensus of the Board, approve level funding.

- M. Soil and Water Conservation District – Mr. Larson stated SWCD is asking for a \$5,000 increase because of the State decrease in funding.

Action

By consensus of the Board, approve level funding.

- N. Capital Improvement – Mr. Larson stated they have proposed \$295,000, however; he has indicated there is no more funding left from the FY 2003 borrowing. He said that within the Energy Performance Bond the county took out in support of the schools to do work by Honeywell there is \$128,000 left. He talked with representative from VRA and they indicated we would have to retain Bond Counsel to use the \$128,000 which would not be worth it. The other alternative would be to ask for reimbursement on the interest being paid on the loan.

Action

By consensus of the Board, use remaining funds for reimbursement of interest expense.

TAX LEVY FOR CALENDAR YEAR 2012 TO BE ADVERTISED

Mr. Larson requested authority to advertise for the proposed tax rates for Calendar Year (CY) 2012 which would be unchanged from CY 2011.

PROPOSED TAX LEVY FOR CALENDAR YEAR 2012

Real Estate - \$0.40 per \$100 of assessed value
Personal Property Motor Vehicles - \$2.04 per \$100 of assessed value
All Other Personal Property - \$1.52 per \$100 of assessed value
Machinery and Tools - \$1.52 per \$100 of assessed value
Merchant's Capital - \$1.00 per \$100 of assessed value discounted 50%

PUBLIC SERVICE CORPORATIONS

Real Estate - \$0.40 per \$100 of assessed value
Personal Property Motor Vehicles - \$2.04 per \$100 of assessed value
All Other Personal Property - \$1.52 per \$100 of assessed value

By consensus of the Board, advertise the proposed Tax Levy for CY 2012.

BOARD REPORTS

Appointments

Mr. Bellows made a motion to appoint Cecil Little to the Lancaster County Wetlands Board as a representative for District 3 for a five-year term beginning July 1, 2012 and ending June 30, 2017.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye

COUNTY ADMINISTRATOR

Mr. Larson asked the Board if they would like to schedule another budget work session to discuss any additional changes and concerns of FY 2013 budget including the 5% VRS contribution and discuss school board budget concerns.

By consensus of the Board of Supervisors the next budget work session will be held on Tuesday, May 29, 2012 at 4:30 p.m. in the Board/Commission meeting room.

ADJOURNMENT

Motion was made by Mr. Beauchamp to adjourn the meeting to Tuesday, May 29, 2012 at 4:30 p.m. in the Board/Commission meeting room for another Budget Work Session.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye